



Board Meeting Minutes

Board of Trustees, Thomas M. Wernert Center
Tuesday, January 23 2024
TMWC Clubroom – 4:30 p.m.

Call to Order – Deborah Riley-Jackson called the meeting to order at 4:32 p.m.

Roll Call – Evamae LaVoy

Trustees Present

Jesse Baum, Raina Dawson, Troy Deters, Lucy Dias, Henry Hartford, Crystal Heft, Georgia Humbarger, Evamae LaVoy, George Monger, and Deborah Riley-Jackson.

Absent: Gwen Hoskins-excused

Staff Present

Patti Robb, Executive Director, Tonalee Tucker, Finance and Operations Director, and Debbie Wawrzyniak, Administrative Assistant

Recognition of Visitors and Staff – Laura Craigs, Brian O'Connor

Thomas M. Wernert Center Mission Statement was read by Troy Deters.

Approval of December 19, 2023 board meeting minutes.

Deborah Riley-Jackson made a motion to approve the December 2023 meeting minutes as presented in the January 23, 2024 board meeting packet. Troy Deters asked to amend December 2023 minutes as 2 trustees were omitted on December minutes as Trustees Present.

Jesse Baum made a motion to amend December 2023 minutes to add Trustees: Troy

Deters and Crystal Heft. Evamae LaVoy seconded the motion. Motion was unanimously approved for the amendment on December 2023 minutes.

Committee Reports

Finance Committee – George Monger

Financial Committee met on Tuesday, January 16, to review December 2023 Financial Statements. George stated the finance committee needs additional members for the committee.

December 2023 Profit & Loss Statement – we are half way point in the fiscal year,

- We received the Lynch Family Foundation.
- Donations includes some Giving Tuesday and year end giving.
- Total income for December was \$138,977, over budget by \$7,075. YTD over budget by \$79,806.
- Payroll expense is down due to vacancies and unpaid leave. Under budget YTD by \$51,185.
- Staff expenses are down for the month.
- Program supplies are slightly higher than budget with the holiday and final CARE fund supplies.
- Newsletter has two months of printing.
- Total expenses were \$127,209, under budget by \$6,107. YTD expenses are under budget by \$6,322.

George Monger made a motion that Board of Trustees approve the December 2023 Financial Statements as presented in the January 23, 2024 board meeting packet. Evamae LaVoy seconded the motion. Motion was unanimously approved.

Governance – Deborah Riley-Jackson

- Welcomed guest Laura Craigs to TMWC's board meeting and thanked her for her interest in possibly becoming a trustee.
- Deborah Riley-Jackson presented a slate of officers, including:
 - Deborah Riley-Jackson, President
 - Jesse Baum, Vice President
 - George Monger, Treasurer (until a replacement is found)
 - Evamae LaVoy, Secretary.

Raina Dawson made a motion to elect slate of officers for a two-year term, or up to when their board services is finished. Crystal Heft seconded the motion. Motion was unanimously approved.

- Discussion followed regarding committee assignments.

- New Board of Trustee manuals were distributed which included Code of Regulations, along with pertinent policies. Policies requiring signature were collected and placed in each Trustee's file.

Program Committee – Jesse Baum

- Next meeting is scheduled for February 21, 2024 @ 4 p.m. and will meet quarterly.

Development and Communications Committee – Patti Robb

- Next meeting is February 14, 2024 @ 4 p.m.
- Celebrity Wait Night will be scheduled spring. Look for details soon.
- Halloween @ Hensville has exhausted its event after 20 years. Possible final event to thank supporters.
- TMWC will be exploring event ideas to replace revenue from Halloween@Hensville.

New Business – Deborah Jackson Riley

- Juneteenth discussion as an additional holiday for TMWC took place and trustees agreed this should be a paid holiday and was vote on.

Raina Dawson made a motion to approve Juneteenth as a paid holiday for TMWC. Jesse Baum seconded the motion. The motion was unanimously approved.

Executive Director's Report – Patti Robb

Strategic Plan

- Strategic plan draft can be found in the Board of Trustee manual. Patti reported the plan is doable within the projected three years. No trustees had any changes or suggestions to the plan and felt it was ready to approve.

Jesse Baum made a motion to approve the Strategic Plan. Lucy Dias seconded the motion. The motion was unanimously approved.

Personnel

- Computer Lab Coordinator has been hired – Rodney Gordon.
- Peer Supporter Samantha Berryhill is leaving.
- Kitchen Coordinator slipped on ice and had surgery on elbow. Janese will assist along with other staff and volunteer members to help in kitchen.

Program

- The WISE program has started.
- A \$10,000 grant was received for communication which will help with billboards and TV advertising.

- Brown bag lunch will begin February 1, 2024.

Outreach/Advocacy Events

- MHR SB Levy Kick-off on Monday, January 22, 2024 here at TMWC was a huge success.
- Artist Trading Card Event schedule January 24, 2024 from 5:30-7:30 p.m.
- Mental Health First Aid Training (Members) February 7&8
- CIT Training February 28 & 29.
- Health Fair scheduled for May 10, 2024.

Open Session

- Evamae LaVoy shared keeping salt between pillars will help with ice. There was some discussion on the best way to protect members and staff from falling on the ice. Patti and Tonalee will look into it.

Meeting Adjourned @5:25 p.m. by Deborah Riley-Jackson.